

To: Truman Faculty Representatives
From: Louis Blair, Executive Secretary September 2000
Subject: Notes on the 2001 Truman Scholarship Competition

Nomination materials: All forms required to nominate candidates for the 2001 Truman Scholarship competition are available on line, either in PDF (printable) format or, in the case of the Candidate Application materials, in a downloadable template [see below].

Receipt deadline: The Foundation must receive the complete nominations package including a current transcript by January 29, 2001. Applications must be sent directly to the Truman Scholarship Foundation: 712 Jackson Place, NW, Washington, DC 20006.

Two changes to the application process: This year we are asking candidates to register on-line prior to submitting their applications [see instructions on page 2 of **Notes to Candidates**]. Candidates must register if they wish to be notified that the Foundation has received their application. The **Policy Proposal** has changed to a one-page memo.

Computer Template for the Truman Scholarship Application: Candidates with Microsoft Word 2000 software may download the application [Items 1-15] directly onto their computers for completion. They should print the completed forms onto plain paper. The template will not work in earlier versions of Microsoft Word. The template does not allow for use of spellcheck, italics, bold, or underlining. [Note: For Item 9, candidates should use parentheses to cite references]. Candidates may cut and paste text from a Microsoft Word document.

Guidance for candidates: Candidates desiring guidance to help them complete their **Truman Scholarship Application** and **Policy Proposal** should consult the "For Potential Scholars" section of the Foundation's website [www.truman.gov].

E-mail information service exclusively for Truman Faculty Representatives: If you have questions on the competition or the types of candidates sought that are not answered in the enclosures, contact me at lblair@truman.gov. [Please do not invite candidates to contact me directly. I would be swamped.]

Notification of Finalists: The list of Finalists will be posted on the Foundation's website February 13, 2001. Instructions for the interview will be included with the posting. Neither Finalists nor Faculty Representatives will receive individual notification.

Guidance for Faculty Reps: The "For Faculty Reps" corner of our website offers guidance from the Foundation on the application process as well as observations and advice "FacRep-to-FacRep," where you can learn from your colleagues' experiences. The searchable on-line database of Truman Faculty Representatives allows you to check your information and make changes directly. Faculty Reps may also wish to obtain **Sharing the Secrets of Success**, a report featuring the stories of 15 institutions that have enjoyed recent Truman success. To request a copy, contact Deputy Secretary Mary Tolar at mtolar@truman.gov.

National Association of Fellowships Advisors: You may be interested in a new organization, the National Association of Fellowships Advisors (NAFA). NAFA provides a forum for discussion among advisors, ranging from the nuts-and-bolts of national scholarship applications, to ways to enhance the undergraduate experience in an increasingly competitive environment. NAFA anticipates posting the first edition of the on-line NAFA Newsletter September 15 at www.fiu.org/~NAFA, and will hold its first annual conference June 22-24, 2001, in Tulsa, Oklahoma. For more information, contact Dr. Bob Graalman at reg2@okstate.edu.